

**MINUTES  
DEPARTMENTAL BUDGET HEARINGS  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
COUNTY-CITY BUILDING  
ROOM 113  
THURSDAY, JUNE 9, 2005  
1 P.M.**

Commissioners Present: Larry Hudkins, Chair  
Deb Schorr, Vice Chair  
Bernie Heier  
Ray Stevens  
Bob Workman

Others Present: Kerry Eagan, Chief Administrative Officer  
Dave Kroeker, Budget & Fiscal Officer  
Trish Owen, Chief Deputy County Clerk  
Gwen Thorpe, Deputy Chief Administrative Officer

The meeting was called to order at 1 p.m..

**Visitors Promotion (019)**

Present were Wendy Birdsall, President of the Convention and Visitors' Bureau, and Jeff Maul, Director of Sales for the Convention and Visitors Bureau.

Birdsall distributed and reviewed the proposed budget (Exhibit 1) noting that there is a one percent increase in the room tax.

Heier inquired about the increase in *Maintenance Furniture & Equipment* .

Birdsall indicated it was for new management software for the Convention & Visitors Bureau.

Also distributed was documentation regarding lodging tax collection collected (Exhibit 2).

**Agricultural Society**

Present was Ron Snover, President of the Agricultural Society; Wayne Venter, Managing Director of the Lancaster Event Center, and Wayne Heyen, Treasurer for the Agricultural Society.

Heyen disseminated and discussed the proposed budget (Exhibit 3) consisting of the General Fund Budget, the Lancaster Event Center Budget, Capital Projects and the Joint Public Agency. He indicated that they are asking for \$140,900 under Capital Projects.

Venter reviewed the proposed budget for the Lancaster Event Center indicating that revenue is made from operation of the facility, not from people coming through the gate. He stated most events held at the facility are closed events.

Also submitted into the record were the following:

- ▶ Lancaster County Fair Book (Exhibit 4)
- ▶ 2005 Schedule of Events (Exhibit 5)
- ▶ Copy of a flyer regarding the Phase II expansion of the Event Center (Exhibit 6)
- ▶ 4-H and FFA events - Budget for 2005 (Exhibit 7)
- ▶ Non-Profit Dates and Charges (Exhibit 8)

Discussion took place regarding the use of the proposed arena, sales tax paid, non-profit charges, Comprehensive Plan Amendment 05011 and the request for a Change of Zone regarding the southeast corner of North 84<sup>th</sup> Street and Havelock Avenue.

The County Board suggested that Ron Snover and Wayne Venter send a letter to Marvin Krout, Planning Director, and the Mayor outlining their plan for the southeast corner of North 84<sup>th</sup> Street and Havelock Avenue and the Phase II expansion.

Briefly discussed by Snover was the budget for the Joint Public Agency (JPA) and the County Fair which has a projected loss of \$119,000 due to legal fees, an economic impact study and a marketing study.

Heyen suggested that the County match the donation of \$25,000 to the Nebraska State Fair by including a one time cash donation of \$25,000 to the Agricultural Society for the County Fair.

### **Diversion Services**

Present was Eric McMasters, Diversion Services Director.

McMasters distributed and reviewed the *2004 Annual Report and Budget Supporting Materials for Fiscal Year 2005-2006* (Exhibit 9), indicating the funding request is \$35,000. Areas highlighted were as follows:

- ▶ Fiscal Year 2005 Program Goals and Funding Request
- ▶ Lancaster Diversion Program
- ▶ STOP Traffic Diversion Program
- ▶ Bad Check Restitution Program

### **Diversion Services Continued:**

- ▶ Diversion Services Revenues
- ▶ Revenue Trends 1995-2004
- ▶ Fiscal Year 2004 Goal Achievements
- ▶ Other Developments

### **Records Management (648)**

Present was Brian Pillard, Records Manager.

Pillard informed the County Board that there were no significant changes other than the need for a new document scanner. He reported he could purchase a new 36-inch monochrome scanner for approximately \$11,000.

Pillard inquired about attendance at a conference for the Association of Records Managers/Administrators, noting that this year it would be held in Chicago on September 18 - 21, 2005. He added that registration increases after August 1<sup>st</sup>.

Board consensus was to authorize Brian Pillard, Records Manager, to attend a conference of the Association of Records Managers/Administrators in Chicago from September 18 through 21, 2005.

In response to a question asked by Schorr regarding a 36-inch color document scanner, Pillard stated a color scanner could be purchased for approximately \$12,000.

### **Weed Control (064)**

Present was Russ Shultz, Weed Control Superintendent.

Shultz reported no significant changes in the budget, noting a 3.15 percent increase. He stated he does have a request to update three computers which will be a cost of \$3,000 to \$4,000.

Shultz also stated he had submitted a request to amend his budget due to a grant which would allow a seasonal employee to be hired for inspections of Purple Loosestrife. He added that the County would be fully reimbursed by the grant.

Kroeker noted there was also a \$200 request for membership to the Lower Platte Weed Management Area. The total for the two items would be \$4,993.

## **Information Services (610)**

Present was Doug Thomas, Information Services Manager.

### Families First and Foremost Migration Communications

Thomas stated Information Services is unable to give Families First and Foremost the backbone switches from Trabert Hall. He explained that there is no other alternative other than for F<sup>3</sup> to purchase the switches.

Renee Dozier, Families First and Foremost, stated they need three switches which are approximately \$1,700 each. They are also in need of a fiber optic connector between floors which will also have to be purchased. The total purchase amount would be approximately \$7,000. Dozier indicated there are grant monies available for the purchase.

**MOTION:** Schorr moved and Workman seconded approval of utilizing grant funds for the purchase of three switches and the fiber optic connector. Heier, Stevens, Schorr, Heier and Hudkins voted aye. Motion carried.

### Information Services

Thomas disseminated the proposed budget for 2005-2006 (Exhibit 10) and highlighted the following areas:

- ▶ Information Services Budget Highlights for Fiscal Year 2005-2006
- ▶ Summary of County Agency Information Services Budgets for Fiscal Year 2005-2006
- ▶ County Commissioners Information Services Budget Fiscal Year 2005-2006
- ▶ Lancaster Manor Migration Status Upgrade

## **Lancaster Manor (061)**

Present was Larry Van Hunnik, Lancaster Manor Administrator.

Van Hunnik briefly discussed expenditures noting that total salary and benefits is 87 percent of their budget, 12 percent of the budget is operations and one percent of the budget is equipment/leases. Areas highlighted by Van Hunnik were as follows:

### Expense Budget

- ▶ Administration
- ▶ Food Service
- ▶ Nursing Administration
- ▶ Resident Services

## **Lancaster Manor Continued:**

### Expense Budget

- ▶ Transportation

### Revenue Budget

- ▶ Operating & Ancillary Revenue
- ▶ Revenues 2005-2006
- ▶ Nebraska Average Case Mix Calculation Worksheet (Exhibit 11)

Discussion followed regarding the addition of one million dollars into the Contingency Fund.

Board consensus to build in an additional one million dollars into Lancaster Manor's budget.

## **RETURNING TO THE COUNTY BOARD STAFF MEETING**

### **AGENDA ITEM**

#### **11 ADMINISTRATIVE OFFICER REPORT**

- g. Correspondence from State Fair regarding Lancaster Building

**MOTION:** Schorr moved and Stevens seconded to obtain a legal opinion from the County Attorney's Office regarding the legal ownership of the Lancaster Building and the Youth Complex Building and methods of possible disposal. Stevens, Schorr, Workman, Heier and Hudkins voted aye. Motion carried.

- h. Surplus Property at Northwest 27<sup>th</sup> Street and Highway 34 and 1931 North 57<sup>th</sup> Street

#### 1931 North 57<sup>th</sup> Street

**MOTION:** Stevens moved and Workman seconded to sell property located at 1931 North 57<sup>th</sup> Street to the adjacent landowner for one dollar. Schorr, Stevens, Heier, Workman and Hudkins voted aye. Motion carried.

#### Northwest 27<sup>th</sup> Street and Highway 34

Hudkins stated Kerry Eagan, Chief Administrative Officer, contacted the State of Nebraska with the County's proposal, however, they declined.

**MOTION:** Workman moved and Heier seconded to declare the property as surplus and offer for sale. Workman, Schorr, Heier and Hudkins voted aye. Stevens voted no. Motion carried.

**13 DISCUSSION OF BOARD MEMBER MEETINGS**

a. Parks and Recreation Advisory Committee - Stevens

Schorr reported on the Martin Prairie acquisition, noting that the County was one of many groups to assist in funding the acquisition. She indicated Federal funding was obtained for the purchase and that the County funds would be held for maintenance and upkeep of the prairie.

b. LPED Investors - Hudkins

Gwen Thorpe, Deputy Chief Administrative Officer, reported a presentation was given by an economics professor from the University of Nebraska who conducted a study on the cost of houses and multiple family dwellings in the City of Lincoln.

c. General Assistance Monitoring Committee - Schorr, Stevens

Schorr stated Joan Anderson, Lancaster County Medical Society Executive Director, recommended the contract for services in connection with the drug assistance program be reduced by \$500 per month. It was also recommended that the General Assistance Guidelines be amended to use generic drugs only.

**ADDITIONS TO THE AGENDA**

a. Printer Special Pricing

Eagan briefed the County Board about a color printer for the office and indicated the cost would be approximately \$250 to \$300.

**MOTION:** Heier moved and Workman seconded to proceed with the purchase of a color printer for the County Board office. Schorr, Workman, Heier, Stevens and Hudkins voted aye. Motion carried.

c. Downtown Master Plan - Stevens

Stevens reported on a presentation of the Downtown Master Plan.

d. Hastings Regional Center - Hudkins

Board consensus was to request Mike Thurber, Corrections Director, and the Presiding District Court judge to begin preliminary discussions regarding the utilization of the Hastings Regional Center as a regional correctional facility.

e. NACO Report - Workman

Workman reported Doris Karloff, National Representative for NACO, was defeated by Timothy Loewenstein.

f. County Seal

Workman distributed several options regarding the County seal (Exhibit 12) indicating that the seal would be gold and the ink on the letterhead would be blue.

Schorr indicated she favored the letterhead with the seal centered in the middle at the top of the page and the address at the bottom of the page.

Heier concurred.

Hudkins suggested the seal be approximately one-half inch larger.

**14 ADJOURNMENT**

**MOTION:** Schorr moved and Stevens seconded adjournment of the County Board Staff Meeting at 5:37 p.m.. Heier, Schorr, Stevens, Workman and Hudkins voted aye. Motion carried.

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Bruce Medcalf  
County Clerk